



UNITED STATES DISTRICT COURT
DISTRICT OF HAWAII
PROBATION OFFICE

August 15, 2013

FELIX S. MATA
Chief U.S. Probation Officer

TERESA F. LONGBOY
Deputy Chief U.S. Probation Officer

Room 2300
300 Ala Moana Boulevard
Honolulu, Hawaii 96850-2300
Tel: (808) 541-1283
Fax: (808) 541-1345

**RE: REQUEST FOR PROPOSALS
FISCAL YEAR 2014**

Dear Program Administrator:

Attached you will find the questions that were received in response to the Request for Proposal for Solicitation No. 0975-14-UA-01W.

Question No. 1: Is only 1 original and 1 copy required?

Answer: The Cover Letter for this RFP, dated 7/26/2013, states on page 2 that "For all proposals, an original and one (1) copy must be received no later than 4:00 p.m. on August 30, 2013....."

Question No. 2: In Section 8, #8, does the applying agency enter in any number?

Answer: There is no "Section 8" in the RFP. Each section of the RFP is represented with a letter: Sections A through M

Question No. 3: What unit price is acceptable for required services; is this stated in the RFP?

Answer: Please refer to Section L of the RFP, under Section B – Submission of Prices. This Section will provide detailed information on how to submit prices for the proposal. In addition, please refer to the Cover Letter for this RFP which states, "Proposals will be awarded on the basis of initial offers submitted, and each initial offer should contain your organization's best terms from a cost and technical standpoint. There will be no additional opportunity to modify your proposal."



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Question No. 4: Is this RFP going to be issued to a single vendor?

Answer: Under Section B of the RFP the following is stated: "For this BPA, approximately 1 to 1 vendors are needed to provide the required services. The Government reserves the right to award to a single vendor."

Questions may be directed to Senior U.S. Probation Officer, Lisa KT Jicha, Contracting Officer, at 808-541-1315 or via email to poljicha@hip.uscourts.gov

Sincerely,

A handwritten signature in black ink, appearing to be "Lisa KT Jicha", is written above the printed name.

Lisa KT Jicha
Senior U.S. Probation Officer